



# City of Rochester, New Hampshire

PUBLIC WORKS DEPARTMENT

209 Chestnut Hill Rd • Rochester, NH 03867

(603) 332-4096

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[www.rochesternh.net](http://www.rochesternh.net)

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## SEWER CONNECTION WAIVER FACT SHEET

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### **Connection Requirement:**

**Per City Ordinance Chapter 200-3, connection to the municipal sewer system is mandatory within 100' unless a waiver can be granted.**

- Chapter 200-3E states: Structures within one hundred (100) feet of the public sewer and currently served by private wastewater disposal facilities shall connect to the public sewer within ninety (90) days after an official notice to do so. The City may grant a waiver to this requirement for properties with existing adequate sewage disposal systems which can be proven by the property owner to comply with applicable state and local regulations, to have been designed by a designer licensed in New Hampshire and to have been approved for construction by the New Hampshire department of environmental services after January 1, 1985.

### **Waiver Requirements:**

- If you would like to seek a waiver in lieu of connecting to the city sewer, the following conditions need to be met:
  - a. System must have been constructed after January 1, 1985.
  - b. System must have been constructed by a NHDES licensed installer.
  - c. System must have been designed by a NHDES licensed designer.
  - d. System must have been certified as functioning properly within the past year by a NHDES licensed evaluator.
- Construction:
  - a. To learn when the system was constructed, by whom, and who designed it, please visit the NHDES website at the following link or the steps below:  
<https://onlineforms.nh.gov/app/#/formversion/67004f5a-7ee5-417b-bd4a-5c65c980ca34?FormTag=NHDES-W-05-010>
    - i. Go To [www.des.nh.gov](http://www.des.nh.gov)
    - ii. Go to the "**How Can We Help Today?**" dialogue box.
    - iii. Scroll to and select "*Find Septic or Subdivision Records*"
    - iv. You should be brought to the "*Subsurface Systems File and Archive Record Request*" page, follow the instructions indicated.
  - b. If you are unable to locate your property using this method, you can seek help from the Contact Information listed on the right side of the page indicated in "step iv" above.
- Evaluation:
  - a. To get your system evaluated, please go to the Granite State Designers and Installers Association website [www.gsowa.org](http://www.gsowa.org)
    - i. Click on "Find a Professional"
    - ii. Under NH Counties select "Strafford"
    - iii. Under Type select "Evaluator"
    - iv. Click Search
  - b. A list will populate with local evaluators who are certified and can perform the needed inspection.

**Submitting the Waiver Request:**

- Once the required materials have been gathered, please submit them, along with a letter noting the property owners name, the property address, and a clear indication that you are requesting a waiver from the mandatory sewer connection in person or by mail to:

Timothy Goldthwaite, PE  
Rochester DPW  
209 Chestnut Hill Road  
Rochester, NH 03867

**Contact Information:**

- Please contact Assistant City Engineer, Timothy Goldthwaite, PE, at either telephone number: (603) 332-4096 or email: [timothy.goldthwaite@rochesternh.net](mailto:timothy.goldthwaite@rochesternh.net) if you have questions or concerns.